

Department of Human Resources / Child Support Enforcement Administration
RFP for Privatization of Child Support Enforcement Services in
Baltimore City

Pricing Proposal
Instructions

Use the following instructions to complete the Pricing Proposal.

1. Transition In: One-Time-Only Purchases

Use the following instructions to complete the Transition-In costs on the Transition In: One-Time-Only Purchases (Page 3).

Use the Transition In: One-Time-Only Purchase (Page 3) to indicate the Offeror's prices for purchase of computer equipment and workstations for the Child Support Enforcement System. These purchases shall vest with the State of Maryland. **Indicate the Offeror's total prices for the delivery and labor costs associated with transporting and installing the computer equipment and workstations.** The total price for these items shall not be used in calculating the collection fee percentage.

- **Rows 1 – 4 Purchases:** Includes a description of each item to be purchased.
- **Number of Items (Column A):** Insert the number for each item to be purchased.
- **Unit Price (Not to exceed):** Dollar amount of each item to be purchased shall not exceed the amount listed in this column.
- **Actual Unit Price (Column B):** Include the Actual Unit Price of each item to be purchased.
- **~~Total Price~~ Purchase Price (Column C):** Multiply the Number of Items (Column A) times the Actual Unit Price (Column B) for each item and insert the total in the ~~Total Price~~ Purchase Price (Column C) Rows 1 – 4.
- **Delivery Price (Column D): Include the Total Price to deliver items purchased (Rows 1 – 4).**
- **Labor Price (Column E): Include the Total Price for installation of items purchased (Rows 1 – 4).**
- **Totals - Transition In:** Add Number of Items (Column A), Rows 1 – 4 and place total in Totals - Transition In Row 5 (Column A). Add the total prices for Row 1-4 in Column ~~E~~, to yield the Totals - Transition In, Row 5, Column ~~E~~. **The total in Column F, Row 5.** ~~This figure~~ should also be inserted on Page 4, Row 1, Transition In, (Column C), Total Price.

2. Offeror's Total Price

- A. **Minimum Disbursed Collection (Column A)** – Represents CSEA’s estimate of total disbursed collections for each contract period and shall not be construed as a guaranteed amount. Use of the minimum disbursed collection as a part of the price structure is for evaluation purposes only. The price paid under any contract that results from this RFP will be based on actual disbursed collections. **DO NOT CHANGE THE DOLLAR AMOUNTS IN THIS COLUMN.**

The amounts in Column A are taken from the RFP Section 3.8 A, Chart 2 – Disbursed IV-D Collections Service Levels, FFYs 10/1/10 – 9/30/15 for Baltimore City for each Federal Fiscal Year. The dollar amounts in Column A are the minimum requirements and shall be used by each Offeror when calculating the Total Price for both the Contract Period and Option Period.

- B. **Collection Fee Percentage (Column B)** – For each contract year and each option year, enter the Offeror’s Collection Fee Percentage. The collection fee is to be stated as a percent of the collections to be charged as a fee.

C. **Transition Out: One-Time-Only Cost**

Use the following instructions to complete Transition-Out Cost on the Offeror's Total Price, Page 4, (Column C) Row 5.

Use the Offeror's Total Price (Page 4) to indicate the Offeror’s price for Transition-Out services. These costs shall not change regardless of the year the Transition-Out occurs. The total price for these items shall not be used in calculating the collection fee percentage.

- **Total - Transition-Out:** Place this total in Total Price (Column C) Row 5.

D. **Contract Years Price**

- **Total Price (Column C)** – Multiply Column A times Column B for each Year (Rows 2 – 4 and Rows 7 - 8)
- **Total Three (3) Years 45 Day Contract Period, Row 6** – Enter the Sum of Column C (Rows 1 – 5)
- **Total Option Period, Row 9** – Enter the Sum of Column C (Rows 7 - 8)
- **Total Five (5) Years 45 Days, Row 10** – Add the Total price for Total Three Year 45 Day Contract Period, Row 6 and Total Option Period, Row 9. **(This figure will be used for evaluation purposes).**

Transition In: One-Time-Only Purchases

		A		B	C (Col. A x Col. B)	<u>D</u>	<u>E</u>	<u>F</u> (Sum of Cols. C, D & E)
	Purchases (One Time Only) 8/16/10 – 9/30/10	Number of Items	Unit Price (Not to Exceed)	Actual Unit Price	<u>Purchase Price</u>	<u>Delivery Price</u>	<u>Labor Price</u>	<u>Total Price</u>
1.	Desk Top PC		\$1,200.00					
2.	Computer Monitors		\$ 200.00					
3.	Computer Printers		\$ 375.00					
4.	Workstations (Cubicles)		\$ 2,825.00					
5.	Totals - Transition In (Sum of Rows 1 – 4)							^ = (This figure should be inserted on Page 4, in Row 1, Column C below)

CSEA/PR-11-001-S
ATTACHMENT A - PRICING PROPOSAL

Offeror's Total Price

Contract Year		A	B	C
		Minimum Disbursed Collection	Collection Fee Percentage	(C) Total Price (Col. A x Col. B)
1.	Transition-In 45 Day Period; 8/16/10 – 9/30/10 (One Time Only)			^ (Insert figure from Row 5, Column C E – Total Price above)
2.	1 st Year 10/1/2010 - 9/30/2011	\$86,745,945.00		
3.	2 nd Year 10/1/2011 - 9/30/2012	\$87,517,984.00		
4.	3 rd Year 10/1/2012 - 9/30/2013	\$88,296,894.00		
5.	Transition-Out (3rd Year) 10/1/2012 – 9/30/2015			
6.	Total Three (3) Years 45 Day Contract Period (Sum of Column C Rows 1 – 5)	\$ 262,560,823.00		
7.	1 st Option Year 10/1/2013 - 9/30/2014	\$89,082,737.00		
8.	2 nd Option Year 10/1/2014 - 9/30/2015	\$89,875,573.00		
9.	Total Option Period (Sum of Column C Rows 7 – 8)	\$178,958,310.00		
10.	*Total Five (5) Years 45 Days (Sum of Column C Rows 6 & 9)	\$441,519,133.00		*

*This figure will be used for evaluation purposes

Company Name: _____

Address: _____

Federal Employer Identification Number: _____

Telephone Number: _____

Facsimile Number: _____

Authorized Signature: _____ Date _____

Typed Name: _____

Title: _____